

MTC/FTA Information Sharing and Compliance Task Force
Work Plan and Time Line (13 months)—12/10/04 Version

Date	Tasks/Activities	Comments/Status
December 2004	<ul style="list-style-type: none"> • First meeting of Task Force (TF) • Approve TF Charter • Draft Work Plan & Timeline • Establish Work Groups and solicit participation • Draft & adopt Charters for Work Groups 	
January 2005	<ul style="list-style-type: none"> • TF teleconference • Covene initial teleconferences for Work Groups (WGs) 	
February 2005	<ul style="list-style-type: none"> • TF teleconference • WGs submit preliminary “scoping” report answering business requirements questions 	

Date	Tasks/Activities	Comments/Status
March 2005	<ul style="list-style-type: none"> • TF teleconference (including updates from WGs) • Possible restructuring of WGs 	
April 2005	<ul style="list-style-type: none"> • TF teleconference 	
May 2005	<ul style="list-style-type: none"> • TF teleconference 	
June 2005	<ul style="list-style-type: none"> • TF in-person meeting (in conjunction with FTA Annual Meeting, June 12-15) • Review draft written reports from WGs 	
July 2005	<ul style="list-style-type: none"> • TF teleconference • 	

Date	Tasks/Activities	Comments/Status
August 2005	<ul style="list-style-type: none"> • TF teleconference 	
September 2005	<ul style="list-style-type: none"> • TF teleconference • Approve final written reports from WGs 	
October 2005	<ul style="list-style-type: none"> • TF teleconference • Draft TF report and implementation plans 	
November 2005	<ul style="list-style-type: none"> • TF teleconference • Complete final TF report and implementation plans 	
December 2005	<ul style="list-style-type: none"> • Deliver final TF report and implementation plans to MTC Executive Committee and FTA Board 	

